



Charter

Housing Policy and Practices Technical Advisory Group

This Charter describes components of the 2015 Housing Policy and Practices Technical Advisory Group (abbreviated as TAG). The TAG will consider Regional Housing Need Allocation (RHNA) and Housing Element (HE) reforms to State housing law (s) and implementation practices among HCD, COGs/MPOs, and local governments.

Purpose:

The purpose of periodically convening a technical stakeholder advisory group (last convened 2004) is to discuss RHNA and HE policies and practices, and improvements to legislative requirements and State, regional, and local government implementation efforts to respond to stakeholder concerns. In addition, with SB 375 taking effect in 2009, discussion of requirements and implementation practices may provide opportunities for further improvements regarding transportation and housing coordination, greenhouse gas emission reduction, housing funding sources, and State planning priorities.

Objectives

- Conduct open public process to identify key areas of concerns
- Discuss stakeholders' different views on subject matters for HCD and/or stakeholders to consider actions to address concerns/problems/recommendations
- Obtain input from persons in housing related fields (environmental, health, transportation, etc.)
- HCD consider TAG input and recommendations to for the Department to develop recommendations and action plans.

Guiding Principals

- Address needs of all types of communities and population groups.
- Bring clarity and transparency to issues being discussed and implementation of State housing law.
- Improve fair and equitable housing opportunities, with a focus on housing element law and implementation.
- Identify opportunities for broad and impactful changes.
- Maintain appropriate composition of TAG participants at all levels.
- Consider how the housing element process can be more results oriented approach serving the needs of all people.
- Strive for consensus on recommendations.

Proposed Meeting Schedule

Meetings are proposed to occur once a month beginning May 2015.

Structure

Format

- Public meeting format to allow stakeholders or interested parties to inform about concerns, issues, and/or recommendations.
- HCD staff to develop agendas, briefings, and action recommendations for TAG discussions and recommendations.
- TAG members to discuss issues (agree/disagree with staff report) and make recommendations:
 - issue does or does not warrant change,
 - actions to result in changes (Procedural, Policy, or Legislative).

Decision-making Process

- TAG members will strive for consensus and recognize there may be instances where consensus may not occur due to time constraints. In these cases, the group will discuss the issue, hear different perspectives, and gauge the level of agreement on various proposals.
- HCD staff will capture full discussions in meeting notes, including minority opinions, for both HCD staff and TAG members use for action and policymaking.
- The group will use a “continuum of agreement” approach to take the temperature of the group at key points in the discussion, and to estimate the level of agreement on a given proposal. The continuum of agreement will use a scale of 1-5 (with 5 indicating strong support and 1 indicating strong opposition). Each participant will be asked to share their level of support for a given proposal, and the results will be tallied by HCD staff and the facilitator.
- The group, at any time, may vote to move on to the next issue or continue discussion of the current issue.

TAG Membership

- HCD/BCSH/other Departments
- “Core” RHNA/housing element practitioners approximating 16 members:
 - (a) eight on behalf of cities, counties, & COGs and
 - (b) eight on behalf of lower-income persons.Recommended core members include: Assn of Cities, Assn of Counties, Assn of Planners, , ABAG, SCAG, City/County Planning Directors, Public Interest Law Project, CA Rural Legal Assistance, Orange Cy Kennedy Commission, Western Center on Law & Poverty, Disability Rights CA, Housing California, Builders Industry, Assn of Non-Profits .
- Ancillary members (on a topic basis), Advisory Group members could temporarily change/increase based on topic of interest
- Public and interested parties including Assembly and Senate staff

Staff

- TAG staff to consist primarily of HPD staff (may include assistance by OPR and other State Department staff depending on topic)
- Staff will brief TAG members on issues and recommendations, summarize meeting discussions and recommendations, and make information available to interested persons.

Participation of interested persons:

- Web page will be set-up and updated for 2015 Housing Policy and Practices Technical Advisory Group meetings and topics.
- Survey will be disseminated of potential discussion topics to use in setting the agenda for the advisory team. Survey will be sent to: key State Departments, all COGs/MPOs/RTPAs, city/county Planning Directors, advocacy groups and practitioners involved with RHNA/Housing Element issues, and persons who have communicated community issues to HCD (e.g. communities of: Long Beach, Monte Serano, Napa County, Orinda, San Jose, Sausalito, Yorba Linda, Victorville).
- Persons identifying concerns, issues, and/or suggestions will be invited to address Advisory Group at meeting discussing particular issue and provided opportunity to comment to HCD on Advisory Group recommendation about issue
- HCD staff reports (issues and recommendations) to Advisory Group and summaries of Advisory Group discussion and recommendations will be posted on webpage after each meeting.

Topics

Topics to be discussed include (but are not limited to):

- RHNA Determination and Distribution Methodology
- RHNA Scheduling Alignment
- Sites and Zoning to meet RHNA
- Housing Element Implementation
- Fair Housing and Equity
- Public Participation

Outcomes

- Obtain broad stakeholder comments on topic(s) for proposed RHNA-Housing Element reforms
- Propose recommendations and implementation actions (may be a combination of legislation, regulatory, policy, and/or administrative reforms).
- Develop a report/action plan on the recommendations and discussion from the TAG. The report will be released to HCD, the members of the TAG, the legislature, and made available on the website.